

IN THE SUPREME COURT OF INDIA  
(Civil Original Jurisdiction)

W.P. (C) No.494 of 2012

In the matter of:

Justice K.S. Puttaswamy (retd.) & Anr.

... Petitioners

Versus

Union of India & Ors.

... Respondents

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ADVOCATE FOR THE RESPONDENT/STATE OF M.P. (MISHRA SAURABH)

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**Counter Affidavit on behalf of State of Madhya Pradesh.**

**Most respectfully sheweth:**

1. This Counter Affidavit is being filed on behalf of Respondent – State of Madhya Pradesh (hereinafter “**answering Respondent**”), in response to the notice issued by this Hon’ble Court in the present Writ Petition. The contents of the Writ Petition to the extent they are inconsistent with the submissions made hereinafter in this affidavit are incorrect and are denied. Unless any averment or contention is specifically admitted or traversed, the same may be treated as denied.
2. It is submitted that the Central Government by Notification dated 28.1.2009 implemented the Unique Identification Number Project (“**UID**”).
3. On 12.3.2010 an MOU was executed between the State Government and the Unique Identification Authority of India (“**UIDAI**”) for the implementation of the UID Project in the State. A copy of MOU dated 12.3.2010 is annexed as **Annexure R-1** (pg. 8 to 25).
4. Pursuant to the MOU, the State Government started to execute the project in the State by enrolling the residents as



per the guidelines and procedure provided by the UIDAI. The UID was issued by the UIDAI after processing the data. The application form makes only the disclosure of name, gender, age and address mandatory along with biometrics. All other information is optional to be disclosed. The information so provided can be shared any other agency/department only if the applicant has given his or her consent for the same in the application form for the enrollment of UID. Further, the information so disclosed is not available in any public domain. Thus, the voluntary enrollment for the UID does not invade the privacy of residents.

5. The UIDAI permitted the State Government to implement the Project either through the State Registrar to be nominated by the nodal Department (Planning, Economics and Statistics) and/ or non State Registrar like Banks, NSDL, India Post etc. for the UID Project. While enrolling the residents through this mechanism, the State Government has taken adequate precautions to ensure that only those residents who have valid proof of identification and address as per the guidelines of UIDAI are enrolled for the issuance of UID.
6. Through the State Registrar, after following the guidelines issued by the UIDAI, the State Government has enrolled about 80 Lacs residents for the issuance of the UID and about 3.75 Crores residents have been enrolled by the Non-State Registrars out of total population of 7.26 Crores as per 2011 Census.
7. It is submitted that the State Government has constituted a State UID Implementation Committee under the Chairmanship of the Chief Secretary for reviewing the effective implementation of the project.



8. It is submitted that as of now, nearly 2300 enrollment stations have been deployed across the State including Permanent Enrolment Centres in almost all the blocks of the State to cover the process of enrollment for issuance of UID. Nearly 80,000 residents are enrolled per day by deployment of these enrollment stations.
9. It is submitted that as on date more than 63% population of State of Madhya Pradesh has already been covered for enrollment and the remaining population is intended to be covered by 30.6.2014. The State Government by Notification dated 7.11.2012 has recognized the UID as valid proof of identity and address. A copy of Notification dated 7.11.2012 is annexed as Annexure R-2 (pg. 26 to 30).
10. The answering Respondent submits that that there are several advantages of the UID project which would ensure that the benefits of various Central and State sponsored schemes reach the actual beneficiaries, thereby, avoiding pilferage of funds.
11. It is submitted that it is incumbent on the Government to discharge its duties and responsibilities in an orderly, effective and transparent manner. It is also a well-established prerogative of the Government to organize its work, following sound management practices, periodically re-engineer its processes and make use of technology to induce efficiency, convenience, transparency and accountability in the delivery of public services. The UID scheme and its application to public services is a well-considered decision of the Central Government to ensure that the benefits go to intended individuals; leakages and wastes in the deployment of public funds are reduced and residents can avail services with ease and convenience.



12. The linkage of UID to the social security benefit schemes is clearly in the larger public interest. Overall, the objective is to clean up delivery system and to ensure that nobody takes away legitimate rights of the target beneficiaries. It is indeed for the protection of the rights of target beneficiaries.
13. It is further submitted that UID corresponds to a unique record in the data base which ensures detection of a large number of duplicates. The use of UID in delivering services like pensions, scholarships, JSY, MNREGA wages, subsidized food etc. could stop huge leakage and in turn the money saved could be utilized in providing additional benefits to the target beneficiaries under various social welfare schemes.
14. It is submitted that the linkage of benefit under Government schemes with the UID would benefit in leakages and reducing false claims.
15. It is submitted that the Central Government by Office Memorandum dated 26.12.2012 directed the State Governments to implement the Direct Benefit Transfer (DBT) linked to UID for various Central Plan Schemes. A copy of Office Memorandum dated 26.12.2012 is annexed herewith as **Annexure R-3** (pg. 31 to 40).
16. The State Government has selected 6 districts in two phases for the implementation of DBT linked with UID out of 51 districts in the State. State Government by its Circular dated 10.7.2013 has issued instructions for speedy enrolment of the residents in the 6 selected districts so that target beneficiaries are not deprived of any benefit under any welfare scheme. A copy of Circular dated 10.7.2013 is annexed as **Annexure R-4** (pg. 41 to 45).



17. The State Government by letter dated 6.5.2013 had clarified that in districts where the DBT scheme is linked with UID, if the benefit is not being able to be extended through UID for any reason then the benefit must be extended through electronic fund transfer. It was specifically clarified that in no circumstances an eligible beneficiary should be denied the benefit of any welfare scheme. A copy of letter dated 6.5.2013 is annexed as Annexure R-5 (pg. 46 to 49). Thus, it is not mandatory to have UID for availing any benefit under any Central Planned scheme or any State Government scheme anywhere in the State.
18. However, for Direct Transfer of Subsidy to LPG consumers, the Union Petroleum Ministry has identified districts in the State for transfer of subsidy through bank accounts linked with UID in a phased manner. Pursuant thereof, the State Government issued Circular dated 11.7.2013 to facilitate UID enrolment on priority basis in the identified districts for the benefit of LPG consumers.
19. In view of the aforesaid, this Hon'ble Court may pass appropriate orders.

Respondent – State of Madhya Pradesh

Through

**(MISHRA SAURABH)**

Advocate of Respondent – State of Madhya Pradesh

A-89, LFG, Defence Colony New Delhi -110024

M-9810946610,9999612093

New Delhi

Date: 5.12.2013

IN THE SUPREME COURT OF INDIA  
CIVIL ORIGINAL JURISDICTION  
WRIT PETITION (CIVIL) NO. 494 OF 2012

IN THE MATTER OF:

Justice K.S. Puttaswamy (Retd.) & Anr.

.... Petitioners

Versus

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..... Respondents

AFFIDAVIT

I, Rakesh Munshi S/o Shri G.N. Munshi, aged about 49 years, working as Advisor, State Planning Commission and Project Co-ordinator, UID Project, (M.P), presently at New Delhi, do hereby solemnly affirm and state as under:-

1. That I am working as Advisor, State Planning Commission and Project Co-ordinator, UID Project, (M.P), under the Respondent/State of Madhya Pradesh and I have been appointed as the Officer-in charge of the case. I am fully conversant with the facts and circumstances of the case based on records and I am competent to swear this affidavit.

2. That I have gone through the Counter affidavit (Page | to 5) and I say that the facts stated therein are true to my knowledge based on records and submissions made therein are based on legal advice which I received from the counsel and which I believe to be correct. I also say that the accompanying Annexures are true to their respective originals.


  
DEPONENT



**VERIFICATION**

I, Rakesh Munshi, above named do hereby verify that contents of the above affidavit are true as per my knowledge and belief as per the record maintained by the Respondent/State of Madhya Pradesh and nothing material has been concealed therefrom.

Verified at New Delhi on 2<sup>nd</sup> day of December, 2013.

  
DEPONENT



**MEMORANDUM OF UNDERSTANDING  
BETWEEN THE UNIQUE IDENTIFICATION  
AUTHORITY OF INDIA**

**AND**

**THE GOVERNMENT OF MADHYA PRADESH  
FOR THE IMPLEMENTAION OF THE UID PROJECT**

This Memorandum of Understanding (MoU) has been executed on the Twelfth day March of 2010 between the Unique Identification Authority of India (hereinafter referred to as "UIDA") and the Government of Madhya Pradesh (hereinafter referred to as "The State Government")

**Preamble**

Whereas, the Government of India has set up Unique Identification Authority of India (UIDAI) with the mandate to issue Unique Identification Numbers (UID numbers) to all residents of India (UID project).

Whereas, the State Government would like to enhance efficiency in delivery of government benefits and services through accurate identification of beneficiaries and to have uniform standards and process for verification an identification of beneficiaries.

Whereas, in order to implement the UID project in the State of Madhya Pradesh, the Government of Madhya Pradesh is entering into this MoU with the UIDAI.

Whereas, the Government of Madhya Pradesh has set up a State Level Cabinet Committee on UID under the Chairmanship of the Honorable Chief Minister of Madhya Pradesh and a State UID Implementation Committee under the Chairmanship of the Chief Secretary, Madhya Pradesh to oversee the implementation of the UID project in the State.

Whereas, this MoU shall come into effect from the date of execution of this MoU

### **Definitions**

Unless the Context requires otherwise;

Registrars are Departments or Agencies of the State Government/Union territory, who, in normal course of implementation of some of their programs or activities interact with the Residents and are authorized by the State Government/Union Territory to enroll residents into the UID System. Examples of such Registrars are Rural Development Department (for NREGS) or Civil



Supplies and Consumers Affairs Department (for TPDS).

Enrolling Agencies are entities hired by the State Government/Union territory or Registrars to perform enrolment functions on behalf of the Registrar(s).

UID Project and the scope of the MoU

1. The UIDAI has the mandate from the Government of India to issue unique identification numbers (UID numbers) to residents of India based on demographic and biometric data of the individual. UIDAI will partner with Government and other agencies leveraging their existing infrastructure in order to implement the UID project. These Agencies will be called the Registrar of UIDAI.
2. UIDAI will set standards and processes for enrolment to be uniformly followed by all Registrars and Enrolling Agencies. The UIDAI will issue UID numbers after checking that the resident applying for UID does not already have a record and number in the UID database. In addition, the UIDAI will provide online, real-time Authentication service.

3. The UID project will be implemented in a phased manner; the UIDAI will be conducting proof of concept studies (PoCs) and pilots to test the working of the technology and process of enrolment and would require the co-operation of the State Government/Union territory and Registrars in this regard.
4. This MoU between the UIDAI and the Government of Madhya Pradesh sets out below, the general and broad-based intentions of both Parties for collaboration and as an umbrella understanding for facilitation of subsequent agreements and documents relevant for the implementation of the UID project in the State of Madhya Pradesh.
5. The UIDAI shall prescribe standards, procedures and processes which will be adhered to by the Registrars identified / appointed by the State Government.
6. In the interest of clarity and to reduce ambiguity, the UIDAI shall execute additional agreements and documents to capture details about implementation of UID Project with Registrars identified/appointed by the State Government.



7. UIDAI shall
  - a. Develop and prescribe standards for recording data fields, data verification and biometric fields.
  - b. Prescribe a process for enrolment of residents; this will include among other things the process for collection of biometric data.
  - c. Prescribe the standards and criteria to be fulfilled by an agency to be appointed as a Registrar.
  - d. Provide/prescribe the software that will be used for the enrollment of people into the UID database in order to issue the UID numbers.
  - e. De-duplicate the database of the residents on the basis of the Demographic and Biometric data and issue UID number to only those whose uniqueness of identity has been established and after ensuring that the person has not enrolled in the UID database before.

- f. issue a letter communicating the UID number directly to the person who has been allotted UID number after de-duplication. UIDAI will also communicate the UID number electronically with Registrar in UIDAI prescribe format.
- g. Authenticate the identity of a person with a UID number as per the protocols prescribed by the UIDAI.
- h. Prescribe protocol for record keeping and maintenance of the information collected for the issuance of a UID number.
- i. Prescribe protocols for transmission of the data collected for de-duplication.
- j. Prescribe protocols to ensure the confidentiality, privacy and security of data.
- k. Prescribe limits for fees that could be charged for issuing UID number.
- l. Prescribe protocols for spreading and communicating the message, content and intent of the UID project. Since the UID logo and brand name are properties of the UIDAI,



the UIDAI will prescribe the manner and limits of the use of UIDAI logo, brand name, brand design and other communication and awareness materials.

- m. Prescribe other protocols, processes and standards that the UIDAI may deem necessary for the implementation of the UID project.
- n. Conduct periodic audit of the enrolment process and to this end shall have the power to visit and inspect offices of the Registrar and Enrolling Agencies. Such audits are necessary to ensure the integrity of the enrolment process and to ensure uniformity across the country.
- o. Prescribe mechanisms for resolution of grievances that the residents may have during enrolment and authentication.
- p. Evolve a suitable funding mechanism for enrolment of residents into the UID system.

8. The State Government shall

- a. Co-operate and collaborate with the UIDAI in conducting proof of concept (PoC) studies and pilots to test the working of the technology and process of enrolment into the UID database.
- b. Identify Registrars for the implementation of the UID project (including PoC and pilots). Ensure that the Registrar shall do all that is necessary and required in order to effectively complete the PoCs and pilots.
- c. Follow the criteria and process for appointment of Registrars and enrolling agencies prescribed by the UIDAI.
- d. Put in place an institution mechanism to effectively and monitor the implementation of the UID project in general and monitor specifically Registrars and enrolling agents appointed by the Registrar.
- e. Provide required financial and other resources to the Registrars to carry out the enrolment processes as per the phasing



decided by the State Government/Union territory.

- f. Cooperate and collaborate with and provide all assistance and support to the Deputy Director Generals (DDGs) concerned of the UIDAI and other staff members/consultants/advisors of the UIDAI to effectively implement the UID project in the State of Madhya Pradesh.
  - g. Provide logistic and liaison support to the staff and representatives of UIDAI when they visit the Registrar and Enrolling agencies implementing the UID Project.
  - h. Work with the UIDAI to resolve difficulties faced on the ground in the implementation of the UID project.
  - i. Follow the process set out by the UIDAI for resolution of difficulties and conflict regarding matters concerning the UID project.
9. The following is an indicative list of the obligations of the Registrar. Notwithstanding anything contained in this clause, this list can be expanding.

or elaborated as required to ensure integrity and uniformity of enrolment into the UID database. In order to implement the UID project the Registrar shall

- a. Either do the enrolment directly or through Enrolment Agencies who shall be identified and appointed by the Registrars (UIDA may recommend certain criteria to be fulfilled to be an Enrolling Agency). The Enrolment Agencies will be working on behalf of the Registrars and will be accountable to the Registrars; therefore they should follow all the standards, protocols, processes laid down by the UIDAI to implement the UID project. Registrars must ensure compliance by the Enrolling Agencies of the standards, protocols, process laid down by the UIDAI on a continuation basis.
- b. Follow the standards for data field, data verification and biometric fields prescribed by the UIDAI.
- c. Follow the process for enrolment of residents; this will include among other



things the process for collection of biometric prescribed by the UIDAI.

- d. Use the software developed by the UIDAI for enrolment of people into the UID database for the issuance of the UID number.
- e. Use only those devices and IT system whose specification have been approved by the UIDAI.
- f. Follow the protocols prescribed by the UIDAI for record keeping and maintenance.
- g. Follow the process and systems prescribed by the UIDAI for transmission of the data collected for de-duplication.
- h. Follow the confidentiality, privacy and security protocols prescribed by the UIDAI.
- i. The Registrars can collect any data in addition to what is prescribed by the UIDAI for the purpose of rendering any service based on UID number.
- j. Have the option to charge a fee for the UID service but the fees charged from residents

cannot be higher than the maximum amount prescribed by the UIDAI in this regard.

- k. Follow protocols prescribed by the UIDAI spreading and communicating the message, content and intent of the UID project. Since the UID logo and brand name are properties of the UIDAI, the UIDAI will prescribe the manner and limits of the use of UIDAI logo, brand name, brand design and other communication and awareness materials.
- i. Follow protocols, processes and standards prescribed by the UIDAI for the implementation of the UID project.
- m. Allow the UIDAI to conduct periodic audit of the enrolment process and to visit and inspect the offices and records of the Registrar and Enrolment Agencies and any other place the UIDAI or its empowered agency may deem necessary for their purpose.



- n. Submit periodic reports of enrolment to the UIDAI in the form and manner prescribed by the UIDAI.
- o. Provide logistic and liaison support to the staff and agents of UIDAI when they visit the Registrar and Enrolling Agencies implementing the UID project.
- p. Provide information related to the UID project to the UID from time to time as requested by the UIDAI.
- q. Work with the UIDAI to resolve difficulties faced on the ground in the implementation of the UID project.
- r. Follow the process set out by the UIDAI for resolution of difficulties and conflict regarding matters concerning the UID project.

### **Miscellaneous**

10. In situation where the processes and standards for enrolment set by the UIDAI are not followed or are violated (willfully or otherwise) by the Registrar and/or an Enrolling agency, the UIDAI shall make reasonable attempts to discuss and attempt to

resolved difficulties with the State Government. Pursuant to which if the recommendations of the UIDAI are not implemented and the matter settled to the satisfaction of both the parties, the UIDAI shall have the option to de-registrar the concerned Registrar and/or demand replacement of a concerned Enrolment agency as the case maybe.

11. Any provision of this MoU may be amended or waived if, and only if, such amendment or waiver is evidenced by a written instrument signed by duly authorized representatives of the Parties, or, in the case of a waiver, by the Party against whom the waiver is to be effective.

**IN WITNESS WHEREOF**, the undersigned have executed this MoU, in duplicate, as of the date set forth above.

On behalf of UIDAI

Sd/- 12/3/2010

B.B. Nanawati

Deputy Director General,  
Unique Identification  
Authority of India,  
Planning Commission  
Government of India

On behalf of the State  
Government

Sd/- 12/3/2010

D. Singhai, IAS

Principal Secretary,  
Planning, Economics &  
Statistics Department,  
Government of Madhya  
Pradesh



List of DBT Schemes

Sl. No	Ministry/Department	No. of Schemes	CS/CSS/ACA	Name of the Scheme
1	M/o Social Justice & Empowerment	1	CSS	Post Matric Scholarship for SC students
		2	CSS	Pre-Matric Scholarship for ST students
		3	CSS	Pre-Matric Scholarship for Children of those engaged in unclean occupations
		4	CS	Upgradation of merit of SC students
		5	CSS	Post Matric Scholarship for OBCs
		6	CS	For Class Education Scheme
2	M/o HRD, D/o Higher Education	1	CS	Schdarship to Universities/College Students
		2	CS	Fellowslip Schemes of UGC

		3	CS	Fellowship Schemes of AICTE
3	M/o HRD, D/o School Education and literacy	1	CS	National Means, cum Merit Scholarship
		2	CS	National Scheme for incentive for the girl child for secondary education
4	M/o Tribal Affairs	1	CSS	Post Matric Scholarship Scheme for ST
		2	CS	Top Class Educational Fellowship
		3	CS	Rajiv Gandhi National Fellowship
5	M/o Minority Affairs	1	CSS	Matric Scholarship Scheme
		2	CS	Maulana Azad National Fellowship
		3	CSS	Merit cum Means Scholarship Scheme
6	M/o Women and Child Development	1	CSS	Indira Gandhi Matritva Sahyog Yojna (IGMSY)
		2	CS	Dhanlakshami Scheme
7	M/o Health &	1	CSS	Janani Suraksha Yojna



	Family Welfare			
8	M/o Labour and Employment	1	CS	Scholarship to the Children of beedi workers
		2	CS	Housing subsidy to beedi workers
		3	CSS	Stipend to children in the special schools under Child Labour Project
		4	CS	Stipend to trainees under the Scheme of Welfare of SC/ST job seekers through Coaching Guidance and Vocational Training.
		5	CSS	Payment of stipend to trainees under the Scheme of Skill Development in 34 Districts affected by left wing Extremism (LWE)
9	M/o Rural Development	1	ACA	Indira Gandhi National Old Age Pension Scheme (IGNOAPS)
		2	ACA	Indira Gandhi National Widow Pension Scheme

		3	ACA	Indira Gandhi National Disability Pension Scheme
10	M/o Petroleum & Natural Gas	1		LPG subsidy (to begin from 15.5.2013)

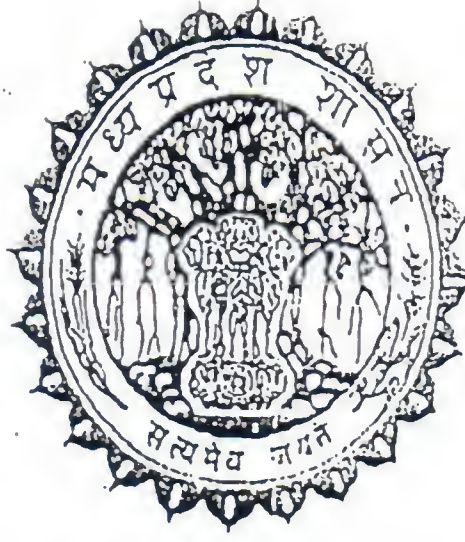
CS-Central Sector

CSS- Centrally Sponsored Scheme

-TRUE COPY -



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# मध्यप्रदेश राजपत्र

( असाधारण )

प्राधिकार से प्रकाशित

क्रमांक 470]

भोपाल, बुधवार, दिनांक 7 नवम्बर 2012—कार्तिक 16, शक 1934

योजना, आर्थिक एवं सांख्यिकी विभाग

मंत्रालय, वल्लभ भवन, भोपाल

भोपाल, दिनांक 7 नवम्बर 2012

क्र. एफ-10-4-1535-2012-तेईस.—यो.आ.सां.आधार नम्बर के उपयोग को परिभाषित करने तथा विभिन्न सेवाओं में इसको लागू करने के लिये विशिष्ट पहचान प्राधिकरण भारत शासन (UIDAI) को भारत के सभी निवासियों को विशिष्ट पहचान नम्बर (आधार नम्बर) जारी करने की जिम्मेदारी सौंपी गई है। प्रदेश में प्रत्येक निवासी को आधार नम्बर जारी करने का कार्य प्रारम्भ कर दिया गया है। इसलिये राज्य शासन ने निर्णय लिया है कि राज्य की विभिन्न योजनाओं में आधार नम्बर को व्यक्ति की पहचान तथा निवास के पते के मान्य अभिलेख प्रमाण के रूप में उपयोग की मान्यता दी जावे। अन्य पहचान के दस्तावेज तथा निवास के दस्तावेज के साथ ही आधार नम्बर को निम्न मार्गदर्शी सिद्धांत के तहत व्यक्ति की पहचान एवं निवास के पते के रूप में उपयोग में लाया जा सकता है:—

1. परिचय.— 1.1 वर्तमान में मध्यप्रदेश में आधार नम्बर का एनरोलमेण्ट फूड कूपन योजना के साथ ही कराया जा रहा है। इसके अतिरिक्त प्रदेश में अन्य रजिस्ट्रारों एवं केन्द्रीय रजिस्ट्रार NPR के माध्यम से भी नामांकन शीघ्र प्रारंभ करने जा रहे हैं। इस तरह आगामी 12 महिनों में राज्य के अधिकांश निवासियों का एनरोलमेण्ट कर लिया जावेगा।
- 1.2 आधार नम्बर का प्रमुख लाभ निवासियों को यह होगा कि वे इसे विश्वसनीय तथा आसानी से पहचान तथा निवास के प्रमाण के रूप में उपयोग कर सकेंगे। राज्य में इस उद्देश्य को उचित तथा सुसंगत तरीके से प्राप्त करने के लिये सभी शासकीय विभागों, बोर्ड, मण्डलों तथा अन्य संस्थाओं को निम्नलिखित मार्गदर्शी सिद्धांत जारी किये जा रहे हैं।

2. परिभाषा.—दिशानिर्देशों के उद्देश्यों को समझने के लिये निम्नलिखित परिभाषाओं को ध्यान (संदर्भ) में रखना आवश्यक है:—

क्र.	निबंधन	परिभाषा
(1)	(2)	(3)

1 Individual Identity  
व्यक्तिगत पहचान

जो व्यक्ति पहचान प्रस्तुत कर रहा है, उक्त पहचान उसकी स्वयं की होना चाहिए न कि किसी अन्य व्यक्ति की।



(1)	(2)	(3)
2	Identity Data, ID data पहचान डाटा	एक विशिष्ट व्यक्ति की पहचान या तो कम्प्यूटर आधारित सूचना प्रणाली पर संग्रहित हो या अन्य किसी माध्यम से (इलेक्ट्रॉनिक डाटा जैसे स्मार्ट कार्ड) इसमें बायोमेट्रिक डाटा के साथ ही व्यक्तिगत जानकारी जैसे नाम, जन्म तारीख, जन्म स्थान, पिता का नाम, निवास का स्थान आदि का समावेश हो।
3	Identity पहचान Verification सत्यापन Authentication प्रमाणिकता	एक व्यक्ति की समुचित पहचान करने के लिये पहचान संबंधी डाटा उपयोग करने की प्रक्रिया. 1. व्यक्ति के आई.डी. कार्ड पर तस्वीर के साथ व्यक्ति के चेहरे की विशेषताओं का मिलान. 2. व्यक्ति से उसके द्वारा दी गई जानकारी का सत्यापन किया जाना यथा नाम, पता, जन्म दिनांक पूछा जावेगा, जबकि फोन पर सत्यापन किया जा रहा हो. 3. व्यक्ति की उंगलियों के निशान (बायोमेट्रिक डाटा) डाटा बेस या स्मार्ट कार्ड में उपलब्ध डाटा से मिलान करना.
4	Biometric Data बायोमेट्रिक डाटा	डाटा जैसे :- (उंगलियों के निशान) आंखों के फोटोग्राफ, इमेजेंज, रेटिना फोटोग्राफ, आवाज प्रिंट और चेहरे के फोटोग्राफ्स को व्यक्ति की पहचान के लिए प्रयोग किया जावे.
5	Address पता	व्यक्ति के वर्तमान पते को संदर्भित करता है. आधार नम्बर पर आधारित सत्यापन के संदर्भ में यह स्थाई पता या मूल निवास या पतृक निवास को नहीं बताता है.

3. दिशानिर्देश.— किसी भी नागरिक सेवा वितरण तथा क्रियाकलापों में आधार नम्बर का उपयोग किसी भी निवासी की पहचान तथा पते का सत्यापन करने हेतु किस प्रकार (किन परिस्थितियों में) हो के संदर्भ में यह दिशानिर्देश राज्य शासन के सभी विभागों, बोर्ड, मण्डलों तथा संस्थाओं पर लागू होंगे :-

- 3.1 पहचान का प्रमाण सामान्य सिद्धांत.— आधार नम्बर आधारित व्यक्ति की सफल पहचान होने पर यह माना जावेगा कि उसके द्वारा पहचान का पर्याप्त प्रमाण उसी प्रकार दिया है जैसे कि पेन कार्ड, राशन कार्ड, वोटर कार्ड, शासकीय कार्ड, पासपोर्ट या अन्य दस्तावेजी प्रमाण. इसके अतिरिक्त अन्य किसी प्रमाण की आवश्यकता नहीं होगी.
- 3.2 निवास का प्रमाण सामान्य सिद्धांत.— आधार नम्बर आधारित व्यक्ति की सफल पहचान होने पर यह माना जावेगा कि उसके द्वारा पहचान का पर्याप्त प्रमाण उसी प्रकार दिया है जैसे कि पेन कार्ड, राशन कार्ड, वोटर कार्ड, शासकीय कार्ड, पासपोर्ट या अन्य दस्तावेजी प्रमाण. इसके अतिरिक्त अन्य किसी प्रमाण की आवश्यकता नहीं होगी.
- 3.3 यदि किसी परिस्थिति में पहचान एवं निवास हेतु अलग-अलग प्रमाण की आवश्यकता हो तो ऐसी स्थिति में आधार नम्बर आधारित सत्यापन दोनों के लिये एक साथ मान्य होगा.
- 3.4 सामान्य सिद्धांत.— आधार नम्बर स्वैच्छिक है अनिवार्य नहीं, किसी व्यक्ति को आधार नम्बर न होने के कारण किसी सेवा/पारस्परिक व्यवहार से वंचित नहीं किया जा सकता. आधार नम्बर अन्य दस्तावेजों की तरह ही केवल व्यक्ति की पहचान एवं निवास का अतिरिक्त प्रमाण है.
- 3.5 प्रक्रिया में पहचान एवं पते के आधार पर आधार नम्बर प्राप्त करना ही केवल पहला कदम नहीं है बल्कि प्रक्रिया को पूर्ण करने के लिये कम्प्यूटर ऑनलाइन सत्यापन भी आवश्यक है. कुछ विशेष परिस्थितियों में सत्यापन के वैकल्पिक साधन भी मान्य होंगे (उदाहरण कम्प्यूटर आधारित ऑनलाइन सुविधा से सेन्टर को किया गया टेलीफोन या ऑफ लाईन सत्यापन सुविधा) ऐसे वैकल्पिक साधनों का उपयोग सक्षम अधिकारी की अनुमति से किया जा सकता है.



- 3.6 इस उद्देश्य के लिये आधार नम्बर को अमान्य नहीं किया जावे जब तक कि समुचित सुविधा (जैसे कम्प्यूटर आधारित सत्यापन सुविधा) उपलब्ध न हों.
- 3.7 स्वचालित बायोमैट्रिक प्रमाणीकरण.—आधार नम्बर का उपयोग कर तथा उपयुक्त कम्प्यूटर उपकरण साफ्टवेयर द्वारा व्यक्ति का बायोमैट्रिक डाटा किया जाकर UIDAI की Central ID Repository (CIDR) या Madhya Pradesh State Resident Data Base (SRDB) द्वारा स्वमेय सत्यापित हो जावेगा. इस प्रक्रिया के सफलता पूर्वक होने पर इसे सत्यापन का सबसे विश्वनीय तरीका माना जावेगा तथा इसे सभी प्रायोजनों हेतु पर्याप्त स्वीकार किया जावेगा.
- 3.8 स्वचालित प्रमाणीकरण /सत्यापन.—नान बायोमैट्रिक डाटा के सत्यापन के समय प्रस्तुत पर्याप्त जानकारी कम्प्यूटर में डाली जावे (जो कि मौखिक या आवेदन पर लिखित हो) का स्वचालित ऑन लाइन प्रमाणीकरण CIDR या SRDB द्वारा किया गया प्रमाणीकरण पर्याप्त होगा जब तक कि विशेष सेवा हेतु सक्षम प्राधिकारी द्वारा अमान्य न किया जावे.
- 3.9 आधार नम्बर का उपयोग करने हेतु हस्त्य सत्यापन.—जहां प्रक्रिया में अनुमत है आधार नम्बर का उपयोग करते हुए, व्यक्ति के चेहरे का फोटो और/या पर्याप्त व्यक्तिगत जानकारी कम्प्यूटर से प्राप्त कर सत्यापन किया जा सकता है, इसमें सही सत्यापन की जवाबदारी कम्प्यूटर उपयोग करने वाले की होगी. यह व्यवस्था CIDR में उपलब्ध नहीं है किन्तु जहां उपलब्ध है वहां से सेवा देने में असमर्थता से बचने हेतु सक्षम अधिकारी की अनुमति से इसका उपयोग किया जाना चाहिये.
- 3.10 विशेष प्रावधान जन्मतिथि.— CIDR एवं SRDB के अभिलेख में व्यक्ति की जन्म दिनांक सत्यापित होगी अथवा सत्यापित नहीं होगी ऐसे प्रकरण में इनरोलमेंट के समय (कुछ प्रकरणों में एनरोलमेंट के समय बगैर प्रमाण अथवा सत्यापित किये केवल व्यक्ति की घोषणा के आधार पर स्वीकार की गई है) कम्प्यूटर का उपयोग करने वाले उक्त डाटा बेस में जन्म तिथि केवल सत्यापित मार्क होने पर ही उसे विश्वसनीय मान्य करेंगे.
- 3.11 विशेष प्रावधान निवास का पता.—हो सकता है कि एक व्यक्ति द्वारा UIDAI (CIDR में) या राज्य शासन को (SRDB में) बिना सूचित किये अपना निवास बदला हो. जिसके कारण शासकीय अभिलेख में दर्ज निवास का पता सही नहीं होगा. ऐसे प्रकरण में बिना उचित कारण/प्रमाण न होते हुए केवल संशय के आधार पर सेवा से इंकार नहीं किया जा सकता.

No. F 10-4-1535-2012-XXIII-P.E.S. The Unique Identification Authority of India (UIDAI) has been entrusted with the responsibility of issuing UID numbers (Aadhaar Numbers) to all residents in India to define usage and applicability of the Aadhaar Number for delivery of various services. The process of issuing UID numbers TO ALL RESIDENTS OF THE State has also been initiated. Therefore, the State Government has decided to use the UID Numbers as a valid document for proof of identity (POI) and Proof OF Address (POA) for various schemes of the State. Among other documents admissible as Proof of Identity and Proof of Address, the Aadhaar Number may also be used as POI and POA subject to the following guidelines:—

1. Introduction.—1.1 Enrollments for Aadhaar Numbers in Madhya Pradesh are currently being carried out through the Smart Card based Ration Card project. In addition, central UID registrars are also carrying out enrollments and enrollments through the NPR projects are expected to be started soon. It is anticipated that a significant portion of the state residents would be enrolled in this manner within the next 12 months.
- 1.2 One of the main benefits of the issuance of Aadhaar numbers is to enable the Residents to use it as a reliable and easy to use Proof of identity and Proof of Address. In order to achieve this objective in a reasonable and consistent manner across the state, following guidelines are issued for use by all government departments, boards, corporations and other agencies.



2. Definitions.—In order to interpret these guidelines as intended, it is important to note the following definitions written for this context:—

S. No. (1)	Term (2)	Definition (3)
1	Individual Identity, ID	The condition of being oneself and not another; condition or character as to who a person is; the state or fact of being the same one as described adapted from:
2	Identity data, ID data	A limited representation of specific person's identity in the form of a set of attributes either stored on computer based information systems or otherwise recorded on any media (including electronic media, such as Smart Cards). This could include biometric data, as well as personal information such as Name, date of Birth, Place of Birth, Father's Name, Place of residence and so on.
3.	Identity Verification, Authentication.	The process of using person's ID Data to adequately identify a person e.g., 1. Comparison of a person's facial characteristics with photograph on a ID Card. 2. Asking to demonstrate sufficient knowledge of the ID data (such as the name, address and date of birth) when verifying over the phone. 3. Scanning person's finger print (biometric data) and comparing with the ID data available on a database or a Smart Card.
4.	Biometric data	Data such fingerprint, iris IMAGES, RETINA IMAGES, VOICE PRINTS AND FACIAL PHOTOGRAPHS, OFTEN USED TO IDENTIFY A PERSON.
5.	Address	Refers to the current residential address of a person. In the context of Aadhar number based verification, this does NOT mean Permanent Address or a Place of Domicile or Nativity.

3. Guidelines.—These guidelines apply to all state government departments, boards, corporations and agencies, in the context of any citizen service delivery or citizen interaction and describe how (and under what circumstances) Aadhar number may be used to verify any resident identity and address:—

3.1 General Principal.—Proof of Identity : Upon successful verification of identity based on Aadhar number, an individual is deemed to have provided adequate proof of identity (such as a PAN Card, Ration Card, Voter Card, Government ID Card etc.). No further documentary evidence is required.

3.2 General Principal.—Proof of Address : Upon successful verification of address based on Aadhar number, an individual is deemed to have provided adequate proof of current residential address (Such as a Ration Card, Electricity Bill, Telephone Bill etc). No further documentary evidence is required.

3.3 Even in situations where current processes/procedures require separate documents as Proof of identity and Proof of Address, the Aadhar number based verification will satisfy both requirements at the same time.



- 3.4 General Principal.—Aadhar number is NOT MANDATORY: A service and/or interaction may NOT be denied to any individual in the absence of an Aadhar number as the Aadhar number is not mandatory. The Aadhar number as 'POI' or 'POA' is another additional source in addition to other accepted alternatives.
- 3.5 During the interaction, obtaining the Aadhar number is not only the first step in the identity and address verification processes. Computer based online verification is essential to complete the process. There may be special circumstances where alternative means of verification may also be acceptable (e.g., using a telephone call to a center with a computer based on line verification facility; or an offline verification facility). Such alternatives may be used only with the permission of competent authority.
- 3.6 The Aadhar number may NOT be refused for this purpose unless suitable facilities (such as a computer based online verification facility) are unavailable.
- 3.7 Automated authentication using biometrics.—Using the Aadhar number and through the use of suitable computer equipment and software a person's biometric data may be captured and automatically verified against the UIDAI Central ID Repository (CIDR) or the Madhya Pradesh State Resident Data Base (SRDB). By virtue of its guideline, when successful, this process is considered as the most reliable form of identity verification (authentication) and should be treated as adequate for all purposes.
- 3.8 Automated authentication/verification using non biometric data.—Where allowed by process, along with the Aadhar number, sufficient personal information may be keyed (e.g. verbally or written on an application form) into the computer system for automated online verification against the CIDR or the SRDB. This should be treated as sufficient verification-unless specifically disallowed by competent authority for that particular service/interaction.
- 3.9 Manual verification using Aadhar number.—Where allowed by process, using the Aadhar number, a person's facial photograph and/or sufficient personal information may be retrieved from the computer and used for manual identity verification by a computer user. In this case, the responsibility of verification rests with the computer user. This method is not available with the CIDR. Where available, this may still be used as a fall back method to avoid service denial using a process approved by a competent authority.
- 3.10 Special Provisions.—Date of Birth: CIDR and SRDB records of a resident's Date of Birth may or may not be verified (i.e. a declaration, without proof or verification is also accepted at the time of enrollment). The computer user should treat the Date of Birth as reliable only if it is marked as verified.
- 3.11 Special Provisions:—address A person may have changed the place of residence without notifying the UIDAI (In the CIDR) or the state government (in the SRDB). This could lead to incorrect address on the government records. However, without sufficient reason/evidence, service should not be denied due to its mere possibility/ suspicion.

मध्यप्रदेश के राज्यपाल के नाम से तथा आदेशानुसार,

पी. के. सिद्धार्थ, उपसचिव.



ANNEXURE<sup>31</sup><sub>R-3</sub>

Hand Book on Direct Benefit Transfer

No. 1-11011/40/2012-DCT

Government of India

Planning Commission

(DCT Division)

Yojna Bhawan, Sansad Marg

New Delhi - 110001

Dated, the 26<sup>th</sup> December, 2012

OFFICE MEMORANDUM

Subject: Direct Benefits Transfer (DBT) in Pilot  
Districts - Standardized Formats for  
Collection of Basic Data - Guidelines

In suppression of (i) Circular dated 13<sup>th</sup>  
December, 2012 issued by the Department of Financial  
Services in Action Plan for Beneficiaries Registrations  
for Direct Cash Transfer (ii) Letter dated 12<sup>th</sup>  
December, 2012 from Direct General, Unique  
Identification Authority of India addressed in  
Secretaries to the Government of India (iii) Guidelines  
on Application Development for Aadhaar Enabled Direct  
Cash Transfer Draft-Version 2, dated 14<sup>th</sup> December,  
2012 issued by Department of Electronics and PL, the  
following guidelines are being issued in respect of  
Standardized Formats for collection of basic data for



entry of Aadhaar Numbers and bank accounts details of beneficiaries of 34 schemes in pilot districts identified for the first phase roll out of DBT scheduled to commence on 1<sup>st</sup> January, 2013.

2. The Direct Benefits Transfer (DBT) programme envisages a switch from the present electronic transfer to bank account of the beneficiary in transfer of benefits directly to Aadhaar seeded bank accounts of the beneficiaries for the identified 34 Schemes in 43 districts of 16 States/U.T List of these Schemes is as Annexure A.

3. Of the 34 identified Schemes, 20 are Scholarship scheme (1 CS + 9 CSS) and the rest 8(5 CS-3 CSS) are non-scholarship schemes belonging to M-NWCD Labour and (sic) Six schemes are New Schemes.

4. As a first step, it will need to be ensured that all the intended beneficiaries under these schemes or get an Aadhaar number before commencement of the DBT. It is a fact however that the levels of Aadhaar enrolment as well as number of bank accounts for beneficiaries of these programmes vary from district to district.

5. Moreover, it is also likely that not all the identified Schemes are being implemented in all the identified districts. For example, schemes relating to scholarships to Tribals, Overseas Scholarships, minorities, child labour etc may not have beneficiaries in all districts.

6. All Ministries would, therefore, be required to assess the schemes-wise, district wise exact number of beneficiaries. A format for collection of scheme-wise data is at **Annexure-B**.

7. In view of the foregoing, a Plan of Action to commence the rollout of the DBT scheme has to be finalized. The following actions must be completed before commencing DBT's rollouts:

(i) Beneficiary data base has to be digitized. The format for digitization is an **Annexure-C**. **This information would need to be compiled for each scheme only once.**

(ii) Aadhaar has to be "Seeded" with beneficiary database. For this, necessary technical support will be provided by the NIC unit.



Aadhaar, and provide bank account details, if existing, or to apply for new bank accounts.

**11. Preparation for the camps and activities at the camps.**

- (i) DM/DC will call a meeting of the Departments concerned with the Schemes given at and DLCC, all banks as well as the AGM of the Lead Bank nominated for the district.
- (ii) In the meeting, the Department concerned will come with the list of the institutions and their address (Village/Panchayat in rural areas and wards in urban areas) for Schemes where the beneficiaries are institution wise, viz., scholarship for students. For other Schemes, where the camps will not be specific to any Institution, location of the camp will be decided by the respective DM/DC and banks will nominate an officer for the camps.
- (iii) In each camp, either in the Institution or at other locations, there will be a nominee of the District Administration and of the bank.

failures etc. and to ensure there is no denial of service to beneficiaries without Aadhaar or bank accounts.

**8. On its part, UIDA will -**

- (i) Ensure that the enrolment of more than 95% of the targeted beneficiaries of the identified schemes is quickly attained in the pilot districts.
- (ii) Will help the Central Ministries / State Governments / District Authorities with seeding of the beneficiaries list and their bank accounts with Aadhaar numbers.

9. In turn, the Department of Financial Services will ensure that the bank accounts of targeted beneficiaries under the identified schemes in the pilot districts are not only opened but are also seeded with Aadhaar.

**10. Organization of Camps.**

As these actions will have to be done in respect of each Scheme, a Camp Based approach is recommended where the beneficiaries would provide information on their Aadhaar, if issued, or enroll for



The bank's nominee shall be nominated by the Lead District Manager. Generally, an officer from the branch in whose service area it is falling, will be nominated. In these camps, the DM/DC would ensure that a facility for Aadhaar enrolment is also made available for those persons who have not yet enrolled for Aadhaar.

- (iv) Before these camps start, there will be an orientation programme for these officers all Departments and all banks to apprise them of the process to be followed.
- (v) Schedule of these camps would be notified and publicized in advance. The beneficiaries under the various schemes, identified for DBT, would be advise to come to these camps with details of their Aadhaar, if issued, and bank pass books if they have bank account.

## **12. Activities to be undertaken at the Camps:**

- (i) At each camp, the Department concerned and, in case of area wise camps, all

departments would have list of beneficiaries in respect of their schemes ready.

- (ii) At the camp, official of the Department concerned would verify the Aadhaar number of the beneficiary with the letter issued by UIDAI. This will be entered in the database to be prepared at the camp. The bank official present at the camp would collect the bank account detail of the beneficiary from the pass book or any other document and this would also be entered in the data base. In case more than one departments are present at these camps, information on Aadhaar number and bank account number would be entered in the data base of each department. Once this has been verified and entered into the data base at the camp there would be no need for verification of Aadhaar number by different departments present at the camps and also by the bank officials.
- (iii) If a beneficiary does not have an Aadhaar number, a slip as given at Annexure D will be issued to him for getting the Aadhaar



number. The beneficiary will then proceed to the Aadhaar enrolment facility available at the camp itself. Similarly, if the beneficiary does not have a bank account of his/her name is not in the bank account of the family, a slip as given in Annexure E, will be issued by the bank so that he/she can go to the respective branch of the bank and get an account opened or name added.

- (iv) Data at camp would be collected in a computer/laptop in Excel format. The data, so collected at each camp shall be transmitted to the district official of the concerned Department who will collate all the Excel files in one file. This will be done under the overall technical support of the NIC's technical team located in the district.
- (v) These camps will be organized for up to three days continuously in each institution/location, depending on the number of beneficiaries and progress of data collection.
- (vi) The beneficiaries who do not have any bank account will be facilitated to get the bank

account opened by next Friday within 7 days.

Therefore, this will require another camp in all institution/locations after 7 days so that all beneficiaries whose accounts are opened can updated that data.

(vii) The choice of bank where a beneficiary wishes to have an account would be left to the beneficiary.

(viii) Lead Bank of district will put an AGM level officer for a week to oversee the activity.

### 13. **Beneficiary Payment file**

Guidelines on Format for issue of Payment Advice will be issued separately.

This issues with the approval of Chairman, Executive Committee on Direct Cash Transfers.

Sd/-

(Nidhi Khare)

Adviser (DCT)

— TRUE COPY —



UID Project  
State Planning Commission  
Madhya Pradesh

No. /2013/UID/721

Bhopal dated 10<sup>th</sup> July, 2013

To,

The Collector

District Harda/Hoshangabad/Khandwa

Burhanpur/Jabalpur and Bhopal

Madhya Pradesh

Sub: Regarding progress of Direct Benefit Transfer  
Scheme (DBT).

The State Nodal Officer (DBT) has conducted review meeting from time to time in respect of transfer the benefit of different Central schemes included under the DBT in your district directly to the accounts of the beneficiaries. The directions for required actions on the district level have been given in these meetings to the District Magistrate for the implementation of DBT Scheme:-

1. The digitized list of all the beneficiaries of DBT Scheme in the year 2013-14 be prepared in the specified proforma.

2. Information of Adhar number and bank account of beneficiaries also be collected in this list. If any beneficiary has not been granted Adhar card, the information of EID number be collected in separate column in the list.
3. Those beneficiaries who have not been enrolled for Adhar number yet, their separate list having been prepared the special enrollment camp be organized by contracting the Nodal Officer of the district.
4. The Adhar numbers of beneficiaries from their EID number be obtained with assistance of DIO (NIC) of the district. Besides, the beneficiaries may obtain their E-Adhar letter paying the specified fees through the Public Service Centre.
5. The list of those beneficiaries whose bank account has to be opened (full details with address village wise/ ward wise) having been made separately be made available to LDM and the bank account of beneficiaries be opened with his assistance. The attempts for obtaining Adhar number also be made as much as possible at the very time of



opening the account so that Adhar seeding also may be carried out at the same time.

6. The list of those beneficiaries whose information of Adhar number and bank account has been provided having been prepared be made available to LDM of the district for seeding in the bank account. It must be ensured also that the list has been uploaded by LDM on NPCI portal and its copy has been given to the concerned banks also. Be in contract with LDM continuously and it be ensured that Adhar seeding has been made in bank account of all beneficiaries included in the list.
7. Monitoring forms have been made available for review of works mentioned above under different DBT Scheme on district and State level. The information of progress every month/week be made available in these forms at State level. Copies of forms are enclosed herewith for your easy reference.
8. The action through NPCI/CPSMS/DBT-APP./ Departmental Software be ensured for payment in accordance with departmental direction for

transfer of benefits directly in the account of beneficiaries under the respective scheme.

9. If any branch of the bank refuses to open bank account of the beneficiaries, LDM of the District be contacted and State Nodal Officer be informed.
10. State level resource person Shri Kamal Jain 9406517794 and Shri Omesh Gupta 9425400747 be contacted for any assistance in respect of enrollment, Adhar seeding, opening account of beneficiaries.

Kindly ensure the action as per above and also review the work progress on the district level according to it. You must ensure also that the information of weekly/monthly progress in specified form must be made available regularly on the state level by Email-  
[dbtmp.uidic@gmail.com](mailto:dbtmp.uidic@gmail.com)

Sd/-

(S.R. Mohanti)

Principal Secretary

Planning, Economic and Statistics

Madhya Pradesh

Endt. No./ 2013/UID      Bhopal dated July, 2013

Copy forwarded for information and necessary action to the following:-



1. Additional Chief Secretary, Madhya Pradesh  
Government Food/Social Justice Department  
Ministry Vallabh Bhawan Bhopal
2. Principal Secretary, Madhya Pradesh Government,  
Finance/Tribal Welfare/Scheduled Caste Welfare/  
other backward classes and Minority  
Welfare/Health/ School Education/Higher  
Education/Labour Department, Ministry Vallabh  
Bhawan, Bhopal.
3. Advisor, State Planning Commission and State  
Nodal Officer (DBT) UID Project, Vindhyachal  
Bhawan, Bhopal

Sd/-

(S.R. Mohanti)

Principal Secretary

Planning, Economic and Statistics

Madhya Pradesh

- TRUE COPY -

46  
ANNEXURE R-S

UID Project  
State Planning Commission  
Madhya Pradesh

No. 2013/DBT/75

Bhopal dated 06 May, 2013

To,

Additional Chief Secretary/Principal Secretary  
Madhya Pradesh Government

Social Welfare Department/Schedule Caste  
Welfare/ Scheduled Tribes Welfare/Other  
Backward Classes and Minority Welfare/Public  
Health and Family Welfare/ School  
Education/Labour and Employment Department  
Ministry Bhopal

Sub: Regarding implementation of Direct Benefit  
Transfer (DBT) Scheme in the districts of second  
phase.

As you know that the benefit of different schemes  
from different departments has to be given directly to  
the bank account of the beneficiaries in the first phase  
under DBT Scheme by the Planning Commission,  
Government of India. The benefit is being given under  
DBT Scheme to the beneficiaries from 1<sup>st</sup> January 2013  
in the three districts Khandwa, Hoshangabad and Harda



in the first phase. The Planning Commission, Government of India has decided to implement DBT Scheme in three more districts, Burhanpur, Bhopal and Jabalpur since 1<sup>st</sup> July, 2013. Please ensure the arrangement as per below on the department level for implementation of the scheme.

- The digitized list of all eligible beneficiaries of 2013-14 of the respective scheme under DBT Scheme be prepared according to Gram/Panchayat/Ward.
- The information of Adhar number/ED number and bank accounts of the beneficiaries also should be included in the list.
- Enrollment of those beneficiaries whose Adhar number/ED number is not available be undertaken by organizing special camp with assistance of District Collector for their Adhar enrollment, their ID number be included in the list.
- The list gram/panchayat/ward of those beneficiaries whose bank account has to be opened be made available as soon as possible to the Manager of lead bank of the district through the District Collector.

- Adhar number and bank account number having been included in the digitized list be made available to the bank manager of the sponsor bank related to the scheme for Adhar seeding so that seeding of Adhar number could be made with the bank account.
- A Senior Officer on the State level be appointed as Nodal Officer for DBT.
- The list of beneficiaries may be uploaded through DBT-APP/CPSMS to grant benefits under the schemes. The verification of the list of the beneficiaries in DBT App. shall be done through the digital signature by the concerned Nodal Officer on the District/State level. The application be moved to the State/District Information Officer (NIC) for the digital signature.

You are requested to give required direction to the Collectors to give benefit to the beneficiaries through the Adhar payment bridge in respects of related specified scheme by your department. If to grant benefit through Adhar Payment Bridge is not possible due to any reason, the payment should be made